

# Hills and Fleurieu Landscape Board

## Minutes

### Acknowledgement of Country

We acknowledge the lands of the Hills and Fleurieu region are the traditional lands for the Kurna, Peramangk and Ngarrindjeri Nations. We respect the Kurna, Peramangk and Ngarrindjeri people as the custodians of these lands, and that their cultural and heritage beliefs, and spiritual relationships with Country, are still important to their people today.

<b>Meeting Title:</b>	<b>Hills and Fleurieu Landscape Board</b>		
	<b>Meeting #5</b>		
Date:	<b>Wednesday 28 October 2020</b>		
Start Time:	<b>9:30am</b>	Finish Time:	<b>12:16pm</b>
Location:	<b>Lobethal – Bushland Park (Cnr of Brettig Rd &amp; Kenton Valley Rd)</b>	Room:	<b>Bushland Park Building</b>
Attendees:	<p><b>Board Members:</b> D Greenhough (Chair), J Klein, A Lowe, C Schofield, D Smith, C West, A Williams</p> <p><b>Staff Members:</b> M Garrod (General Manager), W Telfer (Manager Planning, Engagement &amp; Partnerships), B Della Torre (Manager Landscape Operations), R McAlary (Manager Business &amp; Governance), O Prohoroff (Executive Officer)</p>		
Guest / Visitors:	<p>M Herrmann, Council Member – Adelaide Hills Council (9:30am-12:16pm) J Cooke, [attending on behalf of Rebekha Sharkie MP – Member for Mayo] – Parliament of Australia (9:30am – 12:16pm) S Ivory, Team Leader Landscape Operations – Hills and Fleurieu Landscape Board (9:30am-12:16pm)</p>		

Item	Meeting Items
1.1	<p><b>Welcome and Apologies</b></p> <p>The Chair started the meeting acknowledging that it was being held on shared traditional lands of the Kurna, Peramangk and Ngarrindjeri Nations. The Chair welcomed both attendees to the meeting, M Herrmann – Council Member of Adelaide Hills Council and J Cooke [attending on behalf of Rebekha Sharkie MP – Member for Mayo] – Parliament of Australia.</p> <p>The Chair acknowledged COVID-19 restrictions and asked all present in the room to adhere to social-distancing guidelines.</p>
1.2	<p><b>Conflict of Interest Disclosures</b></p> <p>There were no additional conflict of interest disclosures arising from the agenda declared at the meeting.</p>
1.3	<p><b>Consent Schedule</b></p> <p><i>The board <b>approved</b> and <b>agreed</b> all items remaining on the Consent Schedule be adopted.</i></p> <p><b>Moved: J Klein; Seconded: D Smith</b></p>

**CARRIED**

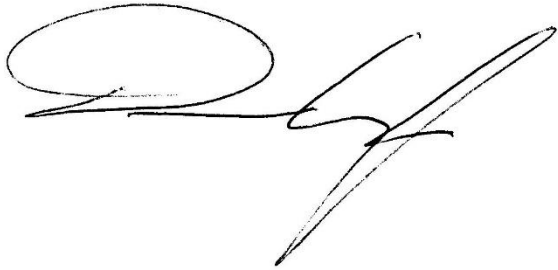
1.4	<p><b>Any Other Business</b></p> <p>Items added for discussion:</p> <ul style="list-style-type: none"> <li>• Staff day</li> <li>• Board member activity reporting.</li> <li>• Board member attendance and role at upcoming stakeholder forums.</li> <li>• Board member representation on the Coorong Lower Lakes Murray Mouth Community Advisory Panel (CLLMM CAP).</li> </ul>
1.5	<p><b>Minutes from the previous meeting</b></p> <p><i>The board <b>confirmed</b> the minutes of meeting number 4 held on 22 September 2020 as a true and accurate record considering the following amendments:</i></p> <p><i>1.5.1 Minutes Item 2.2.5 to be amended to include the nomination of the following board members for out-of-session assistance with developing the Landscape Plan and MERI framework: Andy Lowe and Chris West.</i></p> <p><b>Moved: C West; Seconded: C Schofield</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
1.6	<p><b>Actions arising from previous meetings</b></p> <p><i>The board <b>noted</b> the actions arising and current status.</i></p> <p><b>Moved: A Lowe; Seconded: C Schofield</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
1.7	<p><b>Resolutions Register</b></p> <p><i>The board <b>noted</b> the resolutions register.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
1.8	<p><b>Work Health &amp; Safety</b></p> <p>The General Manager informed the board that no incidents have been reported by Hills and Fleurieu staff since the last board meeting. The General Manager was unable to advise board members whether they need to report any work healthy and safety incidents through MySAFETY as he is still waiting for advice. In the meantime, board members are asked to report any work health and safety issues, including near misses, directly to the General Manager.</p>
2	<b>Items</b>
2.1	<p><b>Presentation: Overview of Cudlee Creek fire recovery efforts by Hills and Fleurieu Landscape Board.</b></p> <p><i>The board welcomed Susan Ivory – Team Leader, Hills and Fleurieu Landscape Board.</i></p> <p>A presentation was given on the Cudlee Creek Fire Recovery involving the fire emergency response, information on past events/workshops, native vegetation management, collaborations with the community, fire recovery highlights, the Landscape Recovery Grant and the impacts on staff.</p> <p><i>The board welcomed Alex Zimmermann who is the Cudlee Creek Fire Recovery Coordinator. He spoke of the state and community’s response to fire recovery, including the rapid response with this fire, the recovery support provided, and some of the challenges with expectations around resourcing and coordination.</i></p>

2.2	<p><b>Landscape Plan – draft priorities and focus areas</b></p> <p>The board has previously endorsed the draft Engagement Plan for developing its 5-year Landscape plan. This plan includes confirming draft priorities and focus for actioning and discussing future opportunities with stakeholders and the community in November and December 2020. A workshop was held 14 October 2020 and as a result, the board asked staff to continue to work on the draft priorities and focus areas for its Landscape Plan (Attachment 1 provides the draft priorities and focus areas for board feedback).</p> <p>There are three upcoming stakeholder forums in November and December that the board will host. The board members may also like to engage with local groups they are connected with.</p> <p>The board provided feedback on item 2.2 Attachment 1 that the framework is capturing well the ideas and intent discussed at the workshop.</p> <p><b>Action: the board to provide edits on the draft priorities and focus areas by COB Monday 2 November 2020.</b></p> <p><i>The board:</i></p> <p><b>2.2.1 endorsed</b> the draft Landscape Plan priorities and focus areas framework, which will be further developed for community and stakeholder engagement.</p> <p><b>Moved: A Lowe; Seconded: D Smith</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
2.3	<p><b>Regional landscape levy equalisation options</b></p> <p>Three options were presented to the board to consider equalisation of landscape levies to the lowest of the two previous NRM rates by year 3 (2022-23). Considerations were given to the income from the levy base, funding opportunities, meeting the Minister’s commitment to equalise the levy by year 3, the risk of the reduced income to deliver the priorities of the landscape plan, and bridging the gap between the varying levy rates paid by rate payers across different council areas.</p> <p>Three options considered included:</p> <ol style="list-style-type: none"> <li>1. Commence equalisation on 1 July 2021, implementing evenly over the 2021-22 and 2022-23 years; or</li> <li>2. Commence equalisation on 1 July 2022, so that the full equalisation process falls in the final year, 2022-23; or</li> <li>3. Commence equalisation on 1 July 2021, whereby 15% of the required levy rate reduction occurs in the 2021-22 year with the remaining 85% reduction in the 2022-23 year.</li> </ol> <p>The board discussed the importance of:</p> <ul style="list-style-type: none"> <li>- not increasing the levy above CPI (at this time)</li> <li>- the board needing the capacity to transition its workforce and deliver the priorities of the new landscape plan</li> <li>- consistency with the Northern and Yorke Landscape Board that has decided to have the full equalisation in year 3.</li> </ul> <p>The board asked that future levy board papers provide information about the relative impacts on levy payers (e.g. how much an average household or primary producers may pay).</p> <p><i>The board:</i></p> <p><b>2.3.1 selected and approved</b> option 2: ‘Commence equalisation on 1 July 2022, so that the full equalisation process falls in the final year, 2022-23’.</p> <p><b>Moved: A Lowe; Seconded: J Klein</b></p> <p style="text-align: right;"><b>CARRIED</b></p>

2.4	<p><b>Quarter 1 Project performance report</b></p> <p>A key task for Project Managers in the first quarter has been to develop project plans for all projects. The plans describe project objectives, activities, budget, community engagement and risk management.</p> <p>The Quarter 1 Report provided has been refined in collaboration with the Team Leaders, including defining the business rules for the performance indicators for projects. It was noted that this is a ‘traffic light’ report on performance, and that development of a report that is more about outcomes and outputs is under development.</p> <p>The board provided feedback that as a performance report it is well presented. Once they have greater understanding of the project deliverables, the report will make more sense. They are also interested in reporting that is more about outcomes.</p> <p><i>The board:</i></p> <p>2.4.1 <b>noted</b> the quarterly board report; and</p> <p>2.4.2 <b>provided</b> feedback on the format and content of the report, noting that additional collective output/activity reporting will be provided in future reports.</p> <p><b>Moved: C Schofield; Seconded: C West</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
2.5	<p><b>Local Economic Recovery Funding Program</b></p> <p>The Local Economic Recovery funding program provides joint Commonwealth and State funding assistance for projects supporting local and regional economic and social recovery following the 2019-20 bushfires. There is \$52.8 million available under the Program with successful project applicants to be notified of their outcome by 30 November 2020.</p> <p>The two applications submitted are:</p> <ol style="list-style-type: none"> <li>1. Building landscape resilience through the management of pest plants and animals (PIRSA as proponent, in partnership with Hills and Fleurieu Landscape Board, Adelaide Hills Council, District Council of Mt Barker and the National Parks and Wildlife Service).</li> <li>2. Building landscape resilience through improved water quality and soil management (Hills and Fleurieu Landscape Board as proponent, in partnership with SA Water, the South Australian Environment Protection Agency (EPA), and the Adelaide Hills Council and District Council of Mt Barker).</li> </ol> <p>The board strongly supports this initiative and the applications submitted. As per recommendation:</p> <p><i>The board:</i></p> <p>2.5.1 <b>noted</b> the two applications submitted for the 2019-20 Local Economic Recovery Funding Program.</p> <p><b>Moved: C West; Seconded: D Smith</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
2.6	<p><b>Aligning animal trap loan services across the region</b></p> <p>The AMLR NRM Board decided to cease hiring traps for foxes, however cages have remained available for cats and rabbits. The SAMDB NRM Board provided trap loan options for foxes, cats and rabbits which has resulted in an inconsistency in the animal trap loan services across the Hills and Fleurieu region.</p> <p>Approval is sought from the board to develop a policy that aligns the animal trap loan services across the region. There are three options for consideration, each of these would result in a consistency approach across the region:</p> <ol style="list-style-type: none"> <li>1. Cease all loan services for animal traps across the region.</li> <li>2. Cease fox loans from the Mount Barker office.</li> <li>3. Reinstate fox trap loans from the Willunga office.</li> </ol>

	<p>The board discussed the importance of the animal welfare issues around the destruction and disposal of trapped foxes. It is understood that those being loaned animal traps will sign a consent form making them legally responsible for the disposal of trapped animals.</p> <p><i>The board:</i>  2.6.1 <b>confirmed</b> that option 3 – ‘to reinstate fox trap loans from the Willunga office’ was preferred.  2.6.2 <b>recommended</b> that in the application form (to the landholder), appropriate animal ethics on the disposal of the animal should be made clear to the applicant and that the policy clearly considers animal ethics issues.</p> <p><b>Moved: C Schofield; Seconded: D Smith</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
2.7	<p><b>Out-of-Session Papers and Decisions</b></p> <p><u>Grassroots Grants Assessment Outcome 2020-21</u></p> <p><i>On 10 October 2020 out-of-session the board:</i>  2.7.1 <b>endorsed</b> the successful projects and amounts recommended for funding; and  2.7.2 <b>approved</b> the reallocation of \$18,183 from the Securing Low Flows carry-over budget for the two Grassroots Grants projects that will achieve low flows related outcomes.</p> <p><i>The board <b>noted</b> and <b>ratified</b> the decisions of the out-of-session papers.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.1	<p><b>Finance Overview to September 2020</b></p> <p>The finance reports for the period ending 30 September 2020 were provided to the board noting that some financial data, mechanisms and systems are not available to report to the board due to a number of factors:</p> <ul style="list-style-type: none"> <li>• Issues with the cash flow module in TM1 Planning and Analytics which is impacting the ability to load the budget cash flows in the budget system.</li> <li>• Treasury has not processed the movement of the salaries and wages budget from the operating budget.</li> <li>• Issues with the payroll reports not being able to be run from the IBM Cognos system and limiting the ability to reconcile payroll data to the general ledger on an as-needs basis.</li> <li>• Cash balances and other assets and liabilities that have not been transferred to the board due to the outstanding reconciliation of assets and liabilities between boards that are impacted by boundary changes.</li> </ul> <p>The Chair also provided an update from the Chairs meeting on the Corporate Services model and requested that a paper be provided at the November meeting outlining the transition plan for staff and functions and the timeline for implementation.</p> <p><i>The board:</i>  3.1.1 <b>accepted</b> the financial reports and statistics for the period ending 30 September 2020, noting that the finance reports do not show complete and accurate financial information due to the abovementioned factors.</p> <p><b>Moved: A Lowe; Seconded: J Klein</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3.2	<p><b>General Manager’s report</b></p> <p><i>The board:</i>  3.2.1 <b>noted</b> the General Manager’s report.</p> <p style="text-align: right;"><b>CARRIED</b></p>

3.3	<p><b>Chair's Meeting Register</b></p> <p><i>The board:</i></p> <p>3.3.1 <b>noted</b> the Chair's Meeting Register considering the following:</p> <ul style="list-style-type: none"> <li>The Chair has provided an updated version of the Chair's Meeting Register. This version was provided late and therefore was not included in the October board papers. The updates will be carried over to the next board meeting papers in November.</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
3.4	<p><b>Register of Interests</b></p> <p><i>The board:</i></p> <p>3.4.1 <b>noted</b> the existing Register of Interests with no updates to be made.</p> <p style="text-align: right;"><b>CARRIED</b></p>
3.5	<p><b>Correspondence</b></p> <p>3.5.1 8 October 2020: Letter from Mike Fuller (General Manager Water Licensing, Water and River Murray Division) – Moratorium on the taking of groundwater for domestic purposes in the Adelaide metropolitan area.</p> <p><i>The board <b>noted</b> the correspondence provided via its Microsoft Teams portal.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>
4.0	<p><b>Other Business</b></p> <p>4.1 Staff Day: The Hills and Fleurieu Staff Day has been rescheduled to 12 November 2020 and will be held in McLaren Vale (Visitor's Centre). A diary hold will be sent out to board members along with the agenda once finalised.</p> <p>4.2 Board member activity reporting: The Chair proposed that future board member activity reporting be included in the Chair's Meeting Register (perhaps to be renamed) and that he could call on board members to provide a brief summary of their activities via email.</p> <p>4.3 Board member attendance and role at upcoming stakeholder forums: covered as part of Item 2.2.</p> <p>4.4 Hills and Fleurieu board member representation on the Coorong Lower Lakes Murray Mouth Community Advisory Panel (CLLMM CAP): Amy Williams indicated a preparedness to be nominated, and agreed to continue the conversation with the Chair out of session.</p>
<p><b>6 Meeting Closure</b></p>	
6.1	<p>Next meeting details: Wednesday 25 November 2020 – (Langhorne Creek, venue TBC)</p>
6.2	<p>Meeting closed 12:16pm</p>

<p><b>ENDORSED</b></p> 	<p><b>DAVID GREENHOUGH</b></p> <p><b>PRESIDING MEMBER</b> <b>HILLS AND FLEURIEU LANDSCAPE BOARD</b></p> <p><b>Date: 25 November 2020</b></p>
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